

Mishap Planning & Response

COMDTINST M5100.47

Flight Safety Officer Training 101- Module 7



Homeland
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Principles of Mishap Response Planning

COMDTINST M5100.47, Chapter 3

- Mishap = “Any unplanned, unexpected or undesirable event causing injury, occupational illness, death, or property damage / loss.”
- Planning
 - “Each unit shall develop a Mishap Response Plan to organize an effective unit response to mishaps, especially major mishaps.”
 - “Groups . . . shall establish Mishap Response Plans which cover mishaps for units that respond to them.”



Unit Mishap Response Planning

Mishap Response Plans

- “Main planning tool for reducing debilitating effects of a major mishap”
- General guidance, not instance specific
 - Can’t cover every contingency- training important
- Reviewed and exercised at least annually
- Shall provide guidance ensuring effective completion of numerous time-critical tasks
 - Initial action items & reporting timelines
 - FSO keeps process moving (good to have help)



Unit Mishap Response Planning

Mishap Response Plans

- Common weaknesses
 - Telephone / Recall lists- in Admin, NOK notifications
 - Incoming calls- screening mechanism, personnel requirements to handle
 - NOK notifications- several simultaneously & timely
 - Personnel Manual, COMDTINST M1000.6 (series)



Unit Mishap Response Planning

Mishap Response Plans

- Common weaknesses- cont'd
 - Critical Incident Stress Debriefing- COMDTINST 1754.3 (series), NOT before interviewed
 - Support plans- also known as Memorandum of Agreement / Understanding with local agencies
 - Include in annual exercise / training
- Don't forget about off-duty mishaps (POV, motorcycle, recreational)!



Unit Mishap Response Planning

Mishap Response Plans

- Must clearly identify Unit Permanent Mishap Board members and alternates
 - Members may be TDY, leave, part of mishap crew
 - Identify Salvage Officer
 - Delineate each member's duties
 - Members identified by position not name



Unit Permanent Mishap Board

Unit Permanent Mishap Board Responsibilities

- Be familiar with safety procedures / requirements in M5100.47, relevant directives and preliminary mishap analysis procedures
- Be familiar with CG Administrative Investigations Manual, COMDTINST M5830.1 (series), joint investigations procedures and information sharing policy (Enclosure (10) of M5100.47)
- Be familiar with policy relating to decedent affairs and other investigations required by the mishap



Unit Permanent Mishap Board

Unit Permanent Mishap Board Training

- Duties should not normally involve extensive mishap investigation / investigation techniques
- Emphasize
 - Evidence collection & preservation
 - Mishap documentation
 - Site hazards
 - Member responsibilities / duties & notification priorities



Unit Permanent Mishap Board

Unit Permanent Mishap Board Training

- Annual
 - Alternate between “tabletop” and field exercises
 - Evaluate response AND revise plan accordingly
 - Plan on “worst case” and go from there
 - Activating plan for Class C can be good, but not often followed through



Unit Permanent Mishap Board

Unit Permanent Mishap Board Mishap Response Actions

- Secure & Protect mishap site & wreckage
- Document mishap site / wreckage via
 - Written, audiotape, videotape, photograph
 - Note location of survivors & fatalities
- Photograph & videotape perishable evidence
- Collect Human Factors evidence- fluid samples, COMDTINST M5100.47, Enclosure (4)
- Collect & secure aircraft & aircrew records / files



Unit Permanent Mishap Board

Unit Permanent Mishap Board Mishap Response Actions

- Safeguard electronically stored data
 - Secure power to unit by removing from aircraft
 - VFDR, electronic engine controls, programmable navigation equipment, other avionics
- Collect witness statements
 - Include survivors, ground witnesses, experts
 - COMDTINST M5100.47, Enclosures (2) and (4)
- Ensure training targeted to meet these actions!



Commandant Mishap Analysis Board- COMDT MAB

COMDT MAB convened by CG-1131 with concurrence of
Commandant Aviation Safety Board (CASB)

Comprised of

- President
- FSO (Trainer and usually a Trainee)
- Required SME: Engineering, Pilot Standardization, Flight Surgeon
- Other SME as required: ALSE, Enlisted STAN, NTSB

CG-1131 representative as process advisor (not board member)

Commandant Aviation Safety Board- CASB

“Composed of officers having special knowledge of aviation operations, aeromedicine, engineering and safety.”

- CG-711, CG-112, CG-41, CG-1131

Determine if Commandant Mishap Analysis Board is required and determine individual members

- Usual for Class A & B
- Allowed for “selected aviation mishaps and other aviation safety issues.”

Commandant Aviation Safety Board- CASB

Review COMDT MAB final Mishap Analysis Report (MAR)

Forward recommended final actions to Chief of Staff

DAILY MANDATE- Monitor CG aviation operations to ensure effective ORM / safety incorporated as essential components of successful mission accomplishment



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Off-Duty Class A & B Mishaps

Activate unit Mishap Response Plan

Unit PMB initiates investigation and reporting

COMDT MAB may be convened by CG-113

Results reported via E-MISHAP, MAR may also be required



Off-Duty Class C & D Mishaps

Unit GSO investigate and reports

Results reported via E-MISHAP

M5100.47, Enclosure (4) for reference



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